



**Catlett – Calverton Sewer Project
Project Management Team
Golden Rule Builders, 3409 Catlett Road**

July 11, 2018

11:00 AM

MEETING NOTES

Welcome & Introductions – Sue Rowland, consultant to the County on this project, asked everyone to introduce themselves (Sign in sheet attached).

Update on Project Activities -

- Survey and Design Progress – Tim Harms asked the Bowman-English design team to describe the status of their work on surveying and identifying areas where easements would be required for mainline installation. Using a spreadsheet where potential problems were listed, the PMT members provided information on each property discussed, and certain members (consultants and community reps) volunteered to contact certain property owners where partial easements might be needed.
- Land Acquisition – The current schedule is to close in mid-September remains unchanged.
- Preparations for Recordation of Deeds of Easement -- Members were brought up-to-date on work Sue is doing to review the Deeds and Easements in hand, to match those to a spreadsheet maintained by Gary Schwartz, and in preparation for recording the documents. She has found all but two sets of documents, and she will follow-up with those folks. Kevin Burke, county attorney, will be leading the recording process when time is right.

Other Items – No further items were discussed, and members were reminded of the next meetings.

Future PMT Meeting:

- August 8
- September 12
- October 10
- November 14
- December 12